



EMPLOYMENT OPPORTUNITY WITH THE JUVENILE PROBATION DEPARTMENT, SUPERIOR COURT OF ARIZONA IN MARICOPA COUNTY

Job Title: Juvenile Probation Division Manager

Hiring Range: \$64,230 - \$78,249

Principal Responsibilities:

The principal responsibilities of the Juvenile Probation Division Manager include: Provides administrative direction for the Division; Participates in the development, implementation and interpretation of departmental policy, including planning for future programming and implementation strategies; Develops, reviews and evaluates the effectiveness of programs; Prepares grant reports, including funding packages, as required by the Administrative Office of the court; Conducts meetings of supervisors and staff; Supervises divisional budget preparation and coordinates expenditures; Attends meetings at or away from job site.

Position Qualifications:

The ideal candidate must possess a Master's Degree from an academically accredited college or university and four years of correctional experience which included two years of supervisory experience; OR a Bachelor's Degree from an academically accredited college or university and six years of correctional experience which included two years of supervisory experience. Requires comprehensive knowledge of principles and practices of social and correctional casework and counseling; considerable knowledge of laws and regulations pertaining to juvenile court, administration, supervision and staff development; and good knowledge of budgeting. Also requires ability to analyze and evaluate rehabilitation problems and adopt an effective course of action; to establish and maintain effective working relationships with others, and to communicate effectively, both orally and in writing. Experience working in a juvenile detention center or correctional facility is preferred.

How to Apply:

Interested applicants must submit their official applications online at the Maricopa County website. Please go to <http://www.maricopa.gov/jobs> and search on the "View Job Postings" page to obtain the full description and application for this position. Please feel free to contact Jason Novak with Judicial Branch Human Resources via email at novakj@superiorcourt.maricopa.gov or call 602-506-0498 with any questions regarding the application process.

Equal Opportunity Employer